

## **AGENDA**

**REGULAR MEETING  
BOARD OF COMMISSIONERS  
315 WEST SECOND STREET  
FRANKFORT, KY 40601  
(502) 875-8500**

**JULY 19, 2004  
5:00 P.M. (EST)**

**1. INVOCATION  
ROLL CALL  
MINUTES**

Mark Thornewill, retired, Episcopal Church

June 19, 2004 Regular Meeting, July 6, 2004 Work Session,  
July 6, 2004 Special Meeting

**MAYOR'S REPORT**

**2. CEREMONIAL ITEMS**

**2.1 Employee Recognition.**

Background: The Board of Commissioners traditionally recognizes City employees who are retiring or who are being promoted within the various City departments. At this meeting, the following individuals will be in attendance:

Fire Department:	Louis McClain for promotion to rank of Captain; James A. Urquhart for promotion to rank of Sergeant.
Public Works:	Donald Arnold, Sanitation Superintendent, retirement with 27+ years of service; David Sams for promotion to Sanitation Superintendent.

Attachments: None.

**3. ORDINANCES**

None.

**4. ORDERS**

**4.1 An Order Amending Order No. 4, 2004 Series, Relating to Conditions of Employment for Firefighters.**

Purpose: The purpose of this item is to consider revising the current Fire Department Conditions of Employment.

Background: The current Conditions of Employment for the Fire Department need to be revised to include a stipulation requiring all new sworn personnel to successfully complete and maintain training in both Hazardous Materials Operations and Technician Level training. This is necessary to meet and maintain the requirements of functioning as a Hazardous Materials Response Team.

Recommendation: Approval.

Attachments: Order.

Contact Person

Rev. 7/16/04

Name: Wallace Possich  
Title: Fire Chief  
Department: Fire  
Phone: (502) 875-8511  
E-mail: wpossich@fewpb.com

## 5. RESOLUTIONS

### 5.1 Resolution Amending Composition and Quorum and Extending Term for Special Task Force on Sanitary Sewer Policies for the Sewer Department of the City of Frankfort, Kentucky.

Background: At the request of Commissioner Layson, a resolution has been prepared making the following changes to the Special Task Force on Sanitary Sewer Policies:

Composition:

- a. Reduce the number of private citizens who reside within the designated federal 201 Planning Area from five to four;
- b. Representative from Kentucky Division of Plumbing to serve as ex officio non-voting member rather than voting member, raising number of ex officio non-voting members to five;

Quorum:

Replace a specific number (presently, five) with "a majority of voting members"

Term:

Extend term through the month of December, 2004, to be followed by a final report being forwarded from Special Task Force to City Manager for referral to Board of Commissioners no later than February 15, 2005.

Attachment: Resolution.

## 6. CONSENT CALENDAR

*Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.*

### 6.1 Authorization to Enter into Agreement with Blue Grass Community Action Agency for Providing Public Transportation Services. (Public Works Department)

Purpose: The purpose of this item is to consider an agreement with Blue Grass Community Action Agency for providing public transportation services.

Background: The Commonwealth of Kentucky has been divided into eight regions for the purpose of providing public transportation for recipients of Medicaid, Transitional Assistance, Department for the Blind, and Department for Vocational Rehabilitation. In order to continue to receive Transit Grants, the City must participate in the State program to provide public transit to these groups.

The transportation services are arranged for and managed by a broker in each region. The broker, in turn, subcontracts the transportation with available public transportation providers.

Blue Grass Community Action Agency (BGCAA) is the broker for Region 8, which includes the City of Frankfort, and would like to subcontract the transportation requests within the city to Frankfort Transit. The City would receive from BGCAA fares that are approved by the Office of Transportation Delivery.

Recommendation: Approval.

Attachments: Agreement.

Contact Person

Name:	Jeff Hackbart	Kay Brooks
Title:	Director	Transit Supervisor
Department:	Public Works	Public Works
Phone:	(502) 875-8565	(502) 875-8565
E-mail:	jhackbrt@fewpb.com	Kbrooks@fewpb.com

6.2 Phase IV of the Underground Wiring Project at Juniper Hill Park - Frankfort Plant Board. (Parks and Recreation)

Purpose: The purpose of this item is to consider authorization for Frankfort Plant Board to complete Phase IV (final phase) of burying the overhead wires at Juniper Hill Park.

Background: This project was started in February 2002 and will be complete with this phase.

Financial Analysis: \$60,000 is allocated in Capital Improvements, 100.90.53295, for the project.

Recommendation: Approval.

Attachments: None.

Contact Person

Name:	Steve Brooks
Title:	Director
Department:	Parks and Recreation
Phone:	(502) 875-8575
E-mail:	Sbrooks@fewpb.com

6.3 Lighting for Charlie Figg Baseball Field at Capitol View Park. (Parks and Recreation)

Purpose: The purpose of this item is to consider reimbursement to the Frankfort Plant Board for costs associated with lighting the baseball field at the Charlie Figg Field at Capitol View Park. .

Background: The Frankfort Plant Board took bids on lighting proposals for the baseball fields at the Capitol View Park. Of the seven proposals received, Hunter Kneppshield Company submitted the second lowest proposal in the amount of \$45,860 and met all of the required specifications. The low bid proposal failed to meet all of the required specifications.

If approved, lighting of the Charlie Figg Field will allow the Babe Ruth Baseball League, consisting of boys ages 13-15, to play its season and tournaments at Capitol View Park.

Financial Analysis: Funding is allocated in Capital Improvements account 100.90.53295 for this project.

Recommendation: Approval.

Attachments: Bid Responses.  
Frankfort Plant Board memos dated 5/20/04, 6/29/04 and 6/30/04.

Contact Person

Name: Steve Brooks  
Title: Director  
Department: Parks and Recreation  
Phone: (502) 875-8575  
E-mail: Sbrooks@fewpb.com

6.4 Lighting for Sower Soccer Field II at Capitol View Park. (Parks and Recreation)

Purpose: The purpose of this item is to consider a joint project between the Frankfort Soccer Alliance and the City of Frankfort for lighting the Sower II Soccer Field at Capitol View Park.

Background: The Frankfort Plant Board took bids on lighting packages, and has recommended using Hunter Kneppshield Company. Of the seven proposals received, Hunter Kneppshield Company submitted the fourth lowest proposal at a cost of \$31,310 and met all of the required specifications. The three low bid proposals failed to meet all of the required specifications.

Financial Analysis: If approved, the Soccer Alliance and the City will each pay 50% of the project cost, with funding for City's share allocated in Capital Improvements account 100.90.53295.

Recommendation: Approval.

Attachments: Bid Responses.  
Frankfort Plant Board memos dated 5/20/04, 6/29/04 and 6/30/04.

Contact Person

Name: Steve Brooks  
Title: Director  
Department: Parks and Recreation  
Phone: (502) 875-8575  
E-mail: Sbrooks@fewpb.com

6.5 Filing of Grant Application with Kentucky Department of Juvenile Justice (DJJ), Title V Delinquency Prevention Program. (City Manager's Office)

Purpose: The purpose of this item is to consider authorizing the filing of a grant application with the Department of Juvenile Justice (DJJ) for Title V Continuation Grant Funds on behalf of Thorn Hill Learning Center and Safe Place of Franklin County.

Background: Title V Incentive Grants for Local Delinquency Prevention Programs are due 8/16/04. DJJ did not initially expect funding to be available for the upcoming federal fiscal year, but recently informed communities that approximately \$480,000 would be available for statewide distribution. Activities funded under this program must focus on delinquency prevention efforts. Only units of local government can apply for funds. This past year, Thorn Hill Learning Center has received Title V funding as a sub-recipient of the City of Frankfort. Grantees are limited to 3 years of funding, and this will be Frankfort's 3<sup>rd</sup> and final year of eligibility.

Under the existing Title V grant, Thorn Hill Learning Center implemented 4 new programs for at-risk youth: Family Nurturing, Anger Management and Conflict Resolution, Mentoring, and Academic Opportunities. Each of these programs is a component of Thorn Hill's on-going programming and are designed to address identified delinquency risk factors. A new component this year will be the inclusion of funding for materials and activities for Safe Place of Franklin County. This program fits in with the Title V parameters and is included in the DJJ Model Programs Guide. City staff has worked with Thorn Hill staff and representatives of the Prevention Policy Board (PPB)/Coalition for A Safe and Drug Free Franklin County to complete a needs assessment and Three Year Delinquency Prevention Plan. On-going work with the PPB is required to complete the scope of work and meet grant conditions.

Grant award decisions will be made between 9/15 and 10/1/04. Applicants should be notified of award by 10/1/04, with the program year running from 10/1/04 through 9/30/05.

Financial Analysis: The City will apply for up to \$60,000, with a 50% in-kind match provided by Thorn Hill Learning Center and Safe Place of Franklin County. Please note that as is typical with grant programs, the project may not be awarded the full amount requested.

Recommendation: Approval.

Contact Person

Name: Ramona Newman  
Title: Project Specialist  
Department: City Manager's Office  
Phone: (502) 875-8500  
E-mail: rnewman@fewpb.com

6.6 Sewer Extension Contract with Kentucky Department of Fish & Wildlife Resources at #1 Game Farm Road. (Sewer Department)

Purpose: The purpose of this item is to consider a sewer extension contract with the Kentucky Department of Fish & Wildlife Resources at #1 Game Farm Road to accept 1,422 feet of 8-inch SDR 35, 719.54 feet of 12-inch SDR 35 and 141.21 feet of 12-inch DI 35 sanitary sewer line and 10 manholes.

Background: Prior to acceptance of discharge from a development into the municipal sanitary sewer and acceptance of the development's collection by the City, a contract must be entered into between the developer and the City of Frankfort.

Engineering Director Charles O. Bush, Jr. has signed the contract on behalf of Fish & Wildlife. Sanitary sewer plans and specifications have been prepared and submitted to the Sewer Department for review and approval. The Division of Water has approved the sanitary sewer plans and specifications. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed.

Recommendation: Approval.

Attachments: Contract.

Contact Person

Name: William R. Scalf, Jr.  
Title: Director

Department: Sewer  
Phone: (502) 875-2448  
E-mail: wscaif@fewpb.com

6.7 Sewer Extension Contract with Thomas & King, Inc., for Johnny Carinos Country Italian Restaurant in Franklin Square Shopping Center. (Sewer Department)

Purpose: The purpose of this item is to consider a sewer extension contract with Thomas & King, Inc., a South Carolina Corporation, for providing service for Johnny Carinos Country Italian Restaurant at Franklin Square Shopping Center, to accept 240 feet of 8-inch SDR sanitary sewer line and 3 manholes.

Background: Prior to acceptance of discharge from a development into the municipal sanitary sewer and acceptance of the development's collection by the City, a contract must be entered into between the developer and the City of Frankfort.

The contract has been signed by the developer. Sanitary sewer plans and specifications have been prepared and submitted to the Sewer Department for review and approval. The Division of Water has approved the sanitary sewer plans and specifications. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed.

Recommendation: Approval.

Attachments: Contract.

Contact Person

Name: William R. Scalf, Jr.  
Title: Director  
Department: Sewer  
Phone: (502) 875-2448  
E-mail: wscaif@fewpb.com

6.8 Lease Agreement with PFG Golf Finance for Lease of Mower for Capitol View Park. (Parks and Recreation)

Purpose: The purpose of this item is to consider entering a lease agreement with PFG Golf Finance, Cincinnati, Ohio, for one AR2500 Turbo Rotary Mower for the Capitol View Park Athletic Complex.

Background: The Turbo Rotary Mower will increase productivity and time management of mowing operations at Capitol View Park and has been tested by Parks staff for three (3) weeks at no charge. Lease payment will be \$903.88 per month for 4 years and mower can be purchased for \$1.00 at the end of the lease. The proposal was discussed during the 2004-05 budget discussions.

Financial Analysis: Funds are allocated in Division 100.80.53295, Other Services.

Recommendation: Approval.

Attachments: Memorandum from Parks Deputy Director dated 7/2/04.  
Lease Agreement.

Contact Person

Name: Steve Brooks  
Title: Director  
Department: Parks and Recreation  
Phone: (502) 875-8575  
E-Mail: Sbrooks@fewpb.com

6.9 Authorization to Declare E911 Radio Console as Surplus and Transfer Ownership to Kentucky State University. (Communications)

Background: The E911 Dispatch Center has recently replaced its radio console. The console has been removed from the center and can be declared as surplus for disposal.

The Kentucky State University Police Department has requested that ownership of the console be transferred to that Department for installation in its dispatch center, in an effort to upgrade its center. The University's Police Department will be responsible for the transport of the console to its facility.

Recommendation: Approval.

Attachments: Request from Kentucky State University Police Department dated 7/14/04.

Contact Person

Name: Daryl Hensley  
Title: Director  
Department: Communications  
Phone: (502) 875-8582  
E-mail: dhensley@fewpb.com

6.10 Personnel.

<u>Personnel Action</u>	<u>Employee</u>	<u>Department</u>	<u>Effective Date</u>	<u>Other</u>
Promotion	Louis McClain	Fire	7/20/04	Captain from rank of Lieutenant
	James A. Urquhart		7/20/04	Sergeant from rank of Firefighter
	David A. Sams	Public Works	8/2/04	Sanitation Superintendent from position of Sanitation Foreman
Duty Assignment	Scott Morgan	Fire	7/20/04	Fire Training Officer
Retirement	Thomas A. Baker	Fire	7/31/04	Firefighter/EMT, authorize payment accrued leave - 156 hrs. vacation, 19 hrs. holiday.
	Donald Arnold	Public Works	7/30/04	Sanitation Superintendent, authorize payment accrued leave - 325.5 hrs. vacation, 40 hrs. compensatory
	Thomas A. Corey	Public Works	7/30/04	Maintenance II, authorize payment 30.5 hrs. accrued vacation leave

Appointment	Andrew Cammack	Parks & Recreation	7/20/04	Parks Arborist (full time from part time)
	Floyd F. Loman	Sewer	7/20/04	Collection System Laborer
Leave Compensation	Dave Parkinson	Fire		Accrued vacation 81 hrs., holiday 40 hrs.

Attachments: None.

Contact Person:

Name:	John Morrow
Title:	Personnel Director
Department:	City Manager's Office
Phone:	(502) 875-8500
E-Mail:	Jmorrow@fewpb.com

**7. BOARD APPOINTMENTS**

Board of Adjustment  
Forestry Advisory Board

**8. OLD BUSINESS**

None.

**9. NEW BUSINESS**

None.

**10. CITIZEN COMMENTS (Non-agenda items)**

**11. COMMISSIONER COMMENTS**

**12. CLOSED SESSION** KRS 61.810 (1), (f) personnel

**13. ADJOURNMENT**